

~~CONFIDENTIAL~~

OGC 7-1599

Document No. <u>39</u>
No Change In Class. <input type="checkbox"/>
<input checked="" type="checkbox"/> Declassified
Class. Changed to: <u>TS S C</u>
Next Review Date: <u> </u>
Auth.: <u>HR 70-3</u>
Date: <u>28 DEC 1979</u> By: <u>24</u>

25 SEP 1957

MEMORANDUM FOR: Deputy Director (Support)

SUBJECT: Absorption of Legislative Counsel Functions
by Office of General Counsel

1. At one point you requested information concerning absorption of functions without increase in slots by components of the Deputy Director (Support). I think the assignment of the function of Legislative Counsel to the Office of General Counsel is an excellent example.

2. The Legislative Counsel as established under the Inspector General and located in the Administration Building consisted of three positions with grades GS-18, GS-11, and GS-7. From a space standpoint the activities were carried on in two medium-sized rooms. As you are aware, there was only transferred to the Office of General Counsel one slot at the grade GS-11 which we propose eventually to convert into a GS-13/14 slot for an assistant to the Legislative Counsel. In addition, the function was absorbed into existing space allocated to the Office of General Counsel in East Building. As a result of this transfer of functions the Agency has gained two slots, one of which is a supergrade slot, at an approximate saving in excess of \$18,000 per annum.

3. The ability of the General Counsel's office to absorb this function with the addition to its T/O of only one slot is due in considerable part to the fact that the General Counsel's office has always afforded a considerable measure of support to the Legislative Counsel function. The net addition, therefore, is not as great as it would be for another office and can be absorbed

~~CONFIDENTIAL~~

~~CONFIDENTIAL~~

in part by the over-all capacity of the General Counsel's staff.
This is nevertheless a good example of how logical functional
combinations can result in net personnel savings to the Agency
without, we hope, loss in efficiency.

25X1A

LAWRENCE R. HOUSTON
General Counsel

~~CONFIDENTIAL~~